

October 14, 2014



**Tullahoma Municipal Airport Authority**

807 William Northern Boulevard  
P.O. Box 1581  
Tullahoma, TN 37388

**Meeting Attendance  
October 14, 2014**

**Members Present**

<input checked="" type="checkbox"/>	Sharon Tinkler, Chairperson
<input checked="" type="checkbox"/>	John Miller
<input checked="" type="checkbox"/>	Dennis Hyde
<input type="checkbox"/>	Jim Apple
<input checked="" type="checkbox"/>	Karla Smith
<input checked="" type="checkbox"/>	Sam Crimm
<input checked="" type="checkbox"/>	Steve Worsham

**Other Persons Present**

<input checked="" type="checkbox"/>	Jon Glass, Airport Manager
<input checked="" type="checkbox"/>	Alderson Sandy Lindeman
<input type="checkbox"/>	Wayne Thomas, Tullahoma News

**Regular Meeting Minutes**

**Visitors:** Charles Parish (Beech Party).

**Note:** Where motions are noted as being approved, they were unanimously approved by all Board members present unless otherwise noted.

- 1. Meeting called to order at 5:01 pm.**
- 2. Minutes for the September 9, 2014 meeting were approved** as written.
- 3. Public comments** – Chairperson Tinkler presented a letter from Klaus Marhgraf regarding the condition of concrete at the Airport. Jon Glass will respond to it in writing.
- 4. Treasurer's report** – Board members reviewed the financial statements provided by City Hall. Karla Smith reported that \$39,000 was in the balance for the fuel tank repair account. A budget work session will be held on 10/21/14 at 4:30 pm.

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**5. Jon Glass presented the Airport Manager report:**

***CURRENT PROJECTS***

**Terminal Building** – Shahan applied fertilizer to the grass on 9/25/14. Irrigation system will be turned off for winter later this month.

**Parish/City/ Agreement** – The \$306,451.75 95/5 funded 9/27 rehabilitation project request has been submitted to the Aeronautics Division and was not approved. The first phase of the multi phase rehabilitation project request at \$100,000 with 95/5 funding has been submitted to the Aeronautics Division and was not approved. A one phase \$98,000 project request for drainage repairs was submitted to the Aeronautics Division on 1/31/14. This project request was approved on 2/24/14. A \$150,000 request has been submitted to the City to extend the runway to 3,100 feet without TAD funding. The executed grant for the \$98,000 drainage project was received on 6/4/14.

**RTTF Access** – Requested pen and ink changes to the ALP along with information and documentation regarding TTF access at the Airport were submitted to TAD prior to the May 28 deadline.

**Please see attached letter from Deandra Brooks with FAA regarding Old Business agenda item.**

**FAA 20/1 Approach Clearing** – FAA is completing a 20/1 approach survey at every Airport in the Country. We received our report on May 27 and have 30 days to verify the obstructions. Eight trees at the approach end of 18 and 6 were noted and have been removed. Four light poles in the TE Connectivity automobile parking lot were also noted. TE Connectivity has given us permission to install the lights and TAD has approved a \$5,000 95/5 funded project request to purchase the obstruction lights. The executed grant has been received and the obstruction lights have been received. Jimmy Chapman installed 4 obstruction lights on the light poles. B&R Fence will install the last obstruction light on the fence when he returns from vacation. FAA has been notified on the progress to date.

**Tree Clearing Project** – Bids were opened on 9/5/14 for the tree clearing project. 2 bids were received from Curl Construction and GBR Construction. Curl Construction is the low bidder. Bids were submitted by a per tree cost. Curl Construction bid equaled \$11.00 per tree and GBR was \$70 per tree. Curl Construction completed the work on 9/26/14. Their \$10,000 invoice was accepted into Blackcat on 10/7/14. The tree clearing grant has a remaining balance of \$5,000.00.

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**Project #1** – This project will consist of concrete repair work to taxiway K, the main ramp and drainage repairs on the south end of ramp and the closed taxiway H. Work will also include water blasting and painting the 36 threshold markings that have reappeared. Bids were opened on September 25 at 2:00 pm. Curl Construction was the low bidder at \$598,928.55. Bid results and the award letter are attached for Board member review. Work should begin toward the end of October.

**Project #2** – This project consists of crack and seat to taxiway B with an asphalt overlay. We anticipate a January/February 2015 bid process with work to begin in April 2015.

**New Business item** – Steve Upshaw and PDC are far apart (\$50,000) on Engineering fee's for project #2. A motion to request an Independent fee review is recommended for project #2 and 3 and 4 if needed. Estimated cost for the fee review is \$2,000 to \$3,000 and is eligible for funding in the grant.

**Project #3** – This project consists of taxiway lighting for taxiway B and K. It will also include electrical improvements to taxiway F, Airfield signage and ODAL's for runway 6. We anticipate a January/February bid process with work to begin in April 2015.

**Project #4** – This project consists of the ramp expansion and maintenance hangar construction. We anticipate a January/February bid process with work to begin in April 2015.

**Project #5** – This project will consist of 9/27 turf runway drainage improvements. Survey work will begin in the next 2 weeks. Repair work is scheduled for June or July of 2015.

**NW Area Environmental Review** – St. John Engineering is working on a scaled down Environmental review of the NW area that is being funded by the City. The area being reviewed is less than 100 acres. It is near completion and the final plat has been submitted to the Planning Commission.

**NW Airfield Utility Project** – Water, sewer and gas line installation is complete. TUB has completed electrical work for the area. Survey work for the road layout is complete. Road work is scheduled to be bid in February with a June to July completion date for construction.

**Cargo Aircraft** – No new cargo aircraft operations since the last Board meeting.

### **FUEL SALES**

Fuel sales for the month of September 2014 were 15,812.99 gallons. This is a 4,886.02 gallon increase in the 10,926.97 gallons sold in September of 2013. All outstanding fuel invoices have been reimbursed to the City except for the AVGAS and Jet fuel still in the tank.

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Fuel Sales 1/1/13 to 9/30/13 = 88,488.28 gallons

Fuel Sales 1/1/14 to 9/30/14 = 130,779.29 gallons

<b>September 2014</b>	<b>AVGAS</b>	<b>AVGAS SS</b>	<b>Total</b>
<b>Gallons</b>	3,242.59	2,337.4	<b>5,579.99</b>
<b>Flow Fee</b>	\$324.26	\$233.74	<b>\$558.00</b>
<b>Pump Fee</b>	\$1,621.29	\$584.35	<b>\$2,205.64</b>

<b>September 2014</b>	<b>Jet Full Price</b>	<b>Jet Discount</b>	<b>Total</b>
<b>Gallons</b>	1,116	9,117	<b>10,233</b>
<b>Flow Fee</b>	\$111.60	\$911.70	<b>\$1,023.30</b>
<b>Truck Fee</b>	\$111.60	\$911.70	<b>\$1,023.30</b>
<b>Pump Fee</b>	\$1,116.00	\$7,108.90	<b>\$8,224.90</b>

Total AVGAS &amp; Jet Gallons = 15,812.99

Total Flow Fee = \$1,581.30

Total Jet Truck Fee = \$1,023.30

Total Pump Fee = \$10,430.54

Total Part-Time Employment Cost = \$3,142.50

**Jet Truck Fee Minus Rental = +\$423.30****Pump Fee Minus Employment Cost = +\$7,288.04****FUEL PRICES**

<b>10/3/14</b>	<b>Tullahoma</b>	<b>Shelbyville</b>	<b>Winchester</b>	<b>McMinnville</b>	<b>Fayetteville</b>	<b>Murfreesboro</b>
AVGAS SS	\$4.94		\$4.70			\$5.67
AVGAS FS	\$5.19	\$5.15	\$4.70	\$4.95	\$5.50	\$5.77
Jet	\$4.85	\$4.49	\$4.63	\$4.55	\$4.50	\$4.83

Average AVGAS price - \$5.63    Average Jet price - \$5.21

**AIRPORT FUEL SALES**

<b>DATE</b>	<b>FUEL SOLD (gallons)</b>
<b>September 2013</b>	10,926.97
<b>September 2012</b>	12,657.91
<b>September 2011</b>	11,075.56

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<b>September 2010</b>	8,805.5
<b>September 2009</b>	7,389.8
<b>September 2008</b>	9,871.1

**September 2014 OPERATIONS**

Single Engine Based	308
Multi Engine Based	44
Jet or Tuboprop Based	394
Single Engine Transient	138
Multi Engine Transient	14
Jet or Turboprop Transient	68
Military	6
Total	972

**MAINTENANCE/NAVAID PROBLEMS**

**NDB** – No problems or outages for September 2014.

**VOR** – Elger Holland is working on the process to decommission VOR and looking for interested Airports that may want to buy the system. The VOR building will remain here and serve as the electrical vault for runway and taxiway lights.

**AWOS** – No problems or outages for September 2014.

**Veeder Root Fuel System** – No problems or outages for September 2014.

**RUNWAY AND TAXIWAY LIGHTS** – No problems or outages for September 2014.

**REILS AND PAPI** – FAA did a flight check on runway 18/36 PAPI's. The 18 PAPI's were taken out of service due to trees. A NOTAM has been filed. FAA was notified to schedule a flight check on 3/27/13. FAA was notified again on 10/30/13 to schedule a flight check. PAPI's have been turned back on.

**HANGAR RENT/INSURANCE**

**OVERDUE RENT** –

**EXPIRED INSURANCE CERTIFICATE** –

**OTHER** –

**AIRPORT MARKETING/PRESENTATIONS** –

**SUGGESTION BOX** – No suggestions as of 10/3/14.

**6. Old Business:**

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- A. **AOPA RFP** – Karla Smith reported the package to AOPA was sent prior to the deadline and AOPA had sent an email to Jon Glass acknowledging receipt. Chris Eads with AOPA reported that 40 Airports in the Country had applied for a Regional Fly-In. John Parish Sr. contacted Mark Baker the AOPA President about hosting the event at the Airport. **A motion was made and approved** to appoint Karla Smith as the AOPA Regional Fly-In Chairperson.
- B. **RTTF Access Fee** – Chairperson Tinkler reported that She had met with the Airpark residents and advised them of the FAA requirements. **A motion was made and approved** for Airpark residents to pay Airport access charges that as determined by the Airport sponsor are comparable to those charged to tenants and operators on Airport making similar use of the Airport.

**7. New Business:**

- A. **Beech Party** – Charles Parish reported that due to heavy rain fall the past few days the arriving aircraft may have to park on pavement instead of grass. Paved runway 18/36 will be closed to accommodate Beech Party aircraft parking if needed. A waiver is in effect and NOTAM to close the airfield to fixed wing aircraft for the Julie Clark performance on Friday evening. He thanked the Beech Party volunteers and was very pleased with the fuel prices at the Airport.
- B. **Independent Fee Review** – Chairperson Tinkler reported that Steve Upshaw and Steve Upshaw were very far apart on approval of Engineering fees for project #2. **A motion was made and approved** to request an independent fee review for project #2, 3 and 4 according to the appropriate FAA advisory circulars. Dennis Hyde reported that he was resigning from the Airport Authority effective November 7, 2014.

8. Alderperson Lindeman reported that work on paving City streets was being completed and several new businesses were coming to town.

**9. Meeting was adjourned at 5:45 pm.**

Submitted on 10/16/2014

<Original Signed>

Jon Glass  
TAA, Airport Manager

**Minutes approved during the \_\_\_\_\_ meeting**

Tallahoma Municipal Airport Authority Meeting Minutes

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